



City Administrator Report

The Honorable Mayor
and Members of the Board of Aldermen
City of Camdenton, Missouri

April 30, 2015

Letter No. 15-009

SUBJECT: City Administrator Report

Dear Mayor and Board Members:

The following City Administrator Report, while respectfully submitted to the Camdenton Mayor and Board of Aldermen, is provided and available to the general public, media, friends, and fellow co-workers to inform them of some City projects and activities.

I am a believer in the “Leadership Challenge” program. It notes that everyone in our organization is a leader and that everyone can improve their leadership skills. It also notes that research shows that the following are five trainable traits of a great leader:

Inspire a Shared Vision
Challenge the Process
Enable Others to Act
Encourage the Heart
Model the Way



Recognize contributions by showing appreciation for individual excellence.

Celebrate the values and victories by creating a spirit of community.

The above information is from Jim Kouzes – “The Leadership Challenge” and centers on the leader’s trait of “Encourage the Heart”.

May 5, 2014 BOARD OF ALDERMEN MEETING

Unless there are questions, I do not plan to discuss any of the below items at this meeting.

Comprehensive Plan "Destination Camdenon" Continues

The recent April "Destination Camdenon" RDG Planning and Design meetings were highly successful. We had great participation with the Steering Committee Monday night and had approximately 21 participants the next day luncheon meeting and approximately 31 for the evening get together. Marty with RDG met with the Technical Committee Wednesday morning and shared some tremendous initial concepts and drawings. The next Steering Committee meeting is scheduled for June 1. RDG now has 303 completed surveys and the survey will go off line in approximately two weeks. A new "On Line Town Hall" and the recent television coverage can now be seen at <http://www.destinationcamdenton.org>

AIRPORT ITEMS

- **Preliminary Airport Grading Plan**

CMT prepared a scope of work including a scope for geotechnical investigation and surveys that has been reviewed by City staff and MoDOT. They also received the DBE goal from MoDOT. CMT should soon receive proposals and qualifications for geotechnical investigation. We hope to receive an agreement with CMT in time for your May 19, 2015 Board meeting for approval. Hopefully by July 31 CMT will submit to us the Preliminary Design Report with a preliminary grading plan that will include borrow area needs, business park grading, and a business park roadway alignment and profile.

- **Runway Extension and Airport Land Purchases**

The Mayor and I had a conference call on Thursday with MoDOT Aviation staff and CMT on more funding for land acquisition for the runway extension. As indicated on the Agenda we have scheduled an Executive Session at this May 5 Board of Aldermen meeting to discuss real estate.

LOREDC Lake Housing Study

As you are aware I was appointed by the LOREDC Board to Chair a Housing Study committee to find a consultant to do a Lake Area Housing Study. The deadline from responsible firms was due April 7 at 4:00 p.m. We received five very good proposals and the Housing Study Committee met Monday April 20 at 1:30 p.m. and selected RDG as the best firm to begin discussions. The group again met on Monday April 27 and voted to recommend to LOREDC that, after securing funding, they proceed with a contract with RDG.

Recent City Administrator Activities, Meetings and Events

The week of Monday April 20 was the beginning of Turkey season and I was able to take some time that Monday and Tuesday morning to try my luck. Tuesday morning a gobbler was shot but unfortunately, due to gun jam, left the area. Monday afternoon I attended and chaired a meeting with the LOREDC Housing Committee. Later on that Monday I met with Mike Carlson about the circulation of the Clint Avenue curb and gutter NIP petition. Tuesday afternoon we had a conference call with RDG on the upcoming Destination

Camdenton meetings. Tuesday evening was our second monthly Board of Aldermen. Wednesday I attended a Rotary luncheon meeting and then attended our bi-monthly Department Director's meeting. Thursday morning I met with David Campanini and learned about his employer support business. Thursday afternoon and Friday I worked on the budget process and our upcoming Board meeting.

The week of April 26 included a Monday morning City Safety Committee meeting, an afternoon Convention and Visitor's Board Recreation RFP Committee meeting and a presentation by RDG to the LOREDC Housing Committee for a Lake Area Housing Study. Our April Destination Camdenton meetings with RDG Planning and Design began Monday evening with a Steering Committee meeting at 5:30 p.m. at City Hall. Citizen input continued on Tuesday with the Development Framework Studio taking place from 11:00 a.m. – 1:00 p.m. at City Hall and an evening Destination Camdenton Open House Celebration at the Mid-County Fire Protection District Station Training Room. Wednesday morning I met with the City Technical Committee and RDG and then participated with Renee and Linda in an ICMA budget webinar training program. That afternoon we met with a local developer on a potential senior housing project. As previously communicated the Mayor and I participated in a conference call with MODOT Aviation and our airport engineer on property acquisition and funding for our runway extension project. Friday I plan to take off to go Turkey Hunting.

Upcoming City Administrator Activities, Meetings, and Events

The week of May 4 includes our first Veteran's Memorial Monument Committee meeting on Monday at 7:00 p.m. at City Hall. Our first monthly Board of Aldermen meeting takes place Tuesday evening. Wednesday morning I plan to meet with Trish and attend our monthly radio show at the 107.9 Coyote Radio Station and also meet with some Ameren representatives on the upgrade of our Location One web site. That same Wednesday I plan to attend our bi-monthly Department Director's meeting, attend a Rotary luncheon, and then proceed that afternoon through Friday to the Missouri City Managers Association Annual Conference at Camden at the Lake.

The week of May 11 includes the second of three ICMA Budget Training Webinar meetings on Wednesday and an early Thursday morning Chamber of Commerce Board meeting where I will report on the City's economic development activities.

UPCOMING BOARD OF ALDERMAN MEETING AGENDA ITEMS

Some possible Board of Aldermen Agenda items for the May 19 Board Meeting include:

- Approval of the Airport Grading Plan Grant Agreement;
- Approval of the Annual Airport Fixed Base Operator's (FBO) Agreement;
- Discussion of a Draft Financial Management Policy;
- Discussion of a Draft Five Year Capital Improvement Program;
- Closed Session – on City Legal Matters.

As always, if there are questions or you need additional information, please do not hesitate to contact me.